
UNITED STATES MEDICAL LICENSING EXAMINATION®(USMLE)®

2011 STEP 3 APPLICATION INSTRUCTIONS

District of Columbia Board of Medicine
717 14th Street NW, 10th Floor
Washington, DC 20005

Use this application if you will take Step 3 between November 1, 2010 and December 31, 2011.

APPLICATION MATERIALS

The application materials consist of the 2011 USMLE Step 3 Application Form and Instructions and the instructional materials of the District of Columbia Board of Medicine. Important informational documents such as the *USMLE Bulletin of Information* and *Step 3 Content Description and General Information* are available at the USMLE website – www.usmle.org. You should carefully and completely read all application materials and the informational documents before applying.

Application for the Step 3 must be made on the current, official form and a new application must be submitted each time you apply. USMLE policy information regarding eligibility requirements, examination content, testing conditions, scoring and score reporting appears in the *USMLE Bulletin of Information* and the FSMB website – www.fsmb.org.

COMPLETING YOUR APPLICATION

Applications are processed by date of receipt. Allow approximately 2-3 weeks for processing once the FSMB receives your application. Consult the District of Columbia Board of Medicine for their current application processing time and add this to the FSMB's 2-3 week processing time. You must provide an e-mail address on your application. If you do not provide an e-mail address you will not be notified about the availability of your Scheduling Permit and Score Report.

Your application, fee and any required documents must be received at the FSMB by September 2, 2011. Any registration incomplete after September 2, 2011 will be cancelled. You should monitor the status of your Step 3 application once it arrives at the FSMB by using the Candidate webpage located on the FSMB website – www.fsmb.org

STEP 3 ELIGIBILITY REQUIREMENTS

Consult the *USMLE Bulletin of Information* for the core USMLE requirements to sit Step 3; consult the materials provided by the District of Columbia Board of Medicine for their state-specific requirements. If it is determined that you do not meet USMLE eligibility requirements at the time your application is received, your registration will be cancelled, and a portion of your USMLE Step 3 fee withheld.

FEE

For specific fee information, see the enclosed materials of the District of Columbia Board of Medicine. Make a check or money order payable to the FSMB in U.S. currency. Record your name, USMLE Identification Number and last four digits of your U.S. Social Security Number on your check or money order. The USMLE Step 3 fee is nonrefundable and nontransferable from one eligibility period to another and from one application to another.

NAME CHANGE/CORRECTION OR ADDRESS CHANGES

Name change or corrections require a written signature. For complete instructions, refer to the Name Change/Correction Authorization form posted on the FSMB website – www.fsmb.org/usmle_forms.html. Address or e-mail address changes made after your application is received in our office must be done through the Candidate website available through the FSMB website – www.fsmb.org.

RECEIPT OF YOUR SCHEDULING PERMIT

Once your application is registered and eligibility status approved, a Scheduling Permit notification e-mail will be sent to you at the e-mail address provided on your application. The Scheduling Permit includes your assigned eligibility period, which begins immediately (90 days plus two additional weeks to allow for the permit to become available on the Candidate website), as well as other pertinent information and instructions. Consult the *USMLE Bulletin of Information* and the FSMB website – www.fsmb.org for more details.

You will not be allowed to sit for the Step 3 exam without presenting your Scheduling Permit to the proctor on each day of the exam. It is your responsibility to contact FSMB if you have not received your notification of your Scheduling Permit in a timely manner after submitting your Step 3 application. NOTE: The name on your unexpired, government-issued photo identification that you are required to present at the test center must match exactly the name on your Scheduling Permit.

The USMLE program produces Scheduling Permits and Score Reports as an electronic document. Therefore, an e-mail address is a mandatory field that must be completed on the Step 3 application form in order to provide you with instructions on obtaining and printing your Scheduling Permit and Score Report.

SCHEDULING YOUR EXAMINATION

Prometric schedules test dates on a first-come, first-served basis. **You are urged to schedule your appointment and test early in your eligibility period.** This will provide the greatest flexibility in the event you must reschedule your appointment. Consult the *USMLE Bulletin of Information* for more detailed information on scheduling with Prometric.

ELIGIBILITY EXTENSIONS

Under most circumstances, a one-time 90-day extension of your eligibility period is possible. Requests must be received no later than 10 days after the end of the current eligibility period. For further details, including the fee for this service, consult the FSMB website – www.fsmb.org/usmle_forms.html

REQUEST FOR TEST ACCOMMODATIONS

If you have a documented disability covered under the Americans with Disabilities Act (ADA) and require test accommodations, you must submit the appropriate request form and supporting documentation each time you apply for Step 3 **and** check the appropriate box on your Step 3 application to indicate that you are submitting a request for accommodation(s).

For complete information on procedures and documentation, consult the *USMLE Request for Test Accommodations for Examinees with Disabilities*, available on the FSMB website – www.fsmb.org/usmle_accommodations.html. If you have questions or inquiries regarding test accommodations you may e-mail to exam@fsmb.org or call our offices at (817) 868-4041.

BOARD CODE LIST (ALPHABETICAL)

Use only for Item 1.

001 Alabama	012 Hawaii	026 Missouri	053 Puerto Rico
002 Alaska	013 Idaho	027 Montana	040 Rhode Island
003 Arizona	014 Illinois	028 Nebraska	041 South Carolina
903 Arizona Osteo	015 Indiana	029 Nevada	042 South Dakota
004 Arkansas	016 Iowa	030 New Hampshire	043 Tennessee
005 California	017 Kansas	031 New Jersey	044 Texas
905 California Osteo	018 Kentucky	032 New Mexico	045 Utah
006 Colorado	019 Louisiana	033 New York	046 Vermont
007 Connecticut	020 Maine	034 North Carolina	054 Virgin Islands, United States
008 Delaware	021 Maryland	035 North Dakota	047 Virginia
009 District of Columbia	022 Massachusetts	036 Ohio	048 Washington
010 Florida	023 Michigan	037 Oklahoma	948 Washington Osteo
011 Georgia	024 Minnesota	038 Oregon	049 West Virginia
055 Guam	025 Mississippi	039 Pennsylvania	051 Wyoming

COUNTRY CODE LIST (ALPHABETICAL)

118 Afghanistan	228 Chad	422 Grenada	630 Martinique
120 Albania	101 Channel Islands	427 Guadeloupe	632 Mauritania
125 Algeria	231 Chile	055 Guam	634 Mauritius
056 American Samoa	243 China	429 Guatemala	141 Mayotte
127 Andorra	108 Christmas Island	435 Guinea	669 Media
128 Angola	109 Cocos Islands	436 Guinea-Bissau	649 Mexico
103 Anguilla	264 Colombia	438 Guyana	082 Micronesia
129 Antarctica	265 Comoros	440 Haiti	084 Midway Islands
130 Antigua & Barbuda	727 Congo	451 Honduras	650 Moldova
131 Antilles, Netherlands, Aruba, Bonaire, Curacao, St Eusta, St Maart	117 Cook Islands	462 Hong Kong	651 Monaco
132 Argentina	100 Corsica	473 Hungary	652 Mongolia
138 Armenia	270 Costa Rica	484 Iceland	653 Montenegro
107 Aruba	273 Croatia	495 India	654 Montserrat
143 Australia	275 Cuba	506 Indonesia	655 Morocco
154 Austria	667 Curacao	517 Iran	657 Mozambique
156 Azerbaijan	968 Cyprus	528 Iraq	209 Myanmar
111 Azores	280 Cyprus (Greek)	539 Ireland	658 Namibia
157 Bahamas	281 Cyprus (Turkish)	102 Isle of Man	659 Nauru
155 Bahrain	966 Czech Republic	550 Israel	672 Nepal
113 Balearic Islands	286 Czechoslovakia	561 Italy	660 Netherlands
160 Bangladesh	297 Denmark	563 Ivory Coast	665 Netherlands Antilles
162 Barbados	300 Djibouti	566 Jamaica	144 New Caledonia
164 Belarus	305 Dominica	572 Japan	671 New Zealand
090 Belau	308 Dominican Republic	575 Jordan	890 Newer Calcedonia
165 Belgium	980 Dutch East Indies	576 Kazakhstan	682 Nicaragua
166 Belize	410 East Germany	577 Kenya	688 Niger
169 Benin	319 Ecuador	580 Kiribati	690 Nigeria
170 Benin	915 Egypt	969 Korea	147 Niue
171 Bermuda	341 El Salvador	584 Kuwait	110 Norfolk Island
173 Bhutan	946 England	587 Kyrgyz Republic	582 North Korea
176 Bolivia	355 Equatorial Guinea	590 Laos	152 North Vietnam
668 Bonaire	345 Eritrea	595 Latvia	952 North Yemen
178 Bosnia-Herzegovina	360 Estonia	605 Lebanon	949 Northern Ireland
180 Botswana	366 Ethiopia	607 Lesotho	693 Norway
187 Brazil	367 Falkland Islands	610 Liberia	
115 British Antarctic Territory	140 Faroe Islands	613 Libya	695 Oman
970 British East Africa	368 Fiji	615 Liechtenstein	088 Pacific Islands Trust Territory
116 British Indian Ocean Territory	374 Finland	616 Lithuania	704 Pakistan
945 British Virgin Islands	396 France	618 Luxembourg	715 Panama
191 Brunei	398 French Guiana	619 Macao	720 Papua New Guinea
198 Bulgaria	399 French Polynesia	621 Macedonia	726 Paraguay
207 Burkina Faso	145 French Southern/Antarctic Territories	620 Madagascar	737 Peru
211 Burundi	397 Gabon	112 Madeira Islands	748 Philippines
215 Cambodia	402 Gambia	622 Malawi	105 Pitcairn Islands
217 Cameroon	406 Georgia	624 Malaysia	759 Poland
098 Canada	409 Germany	623 Maldives	770 Portugal
114 Canary Islands	412 Ghana	625 Mali	771 Portuguese Timor
219 Cape Verde	414 Gibraltar	627 Malta	053 Puerto Rico
104 Cayman Islands	418 Greece	086 Mariana Islands	772 Qatar
225 Central African Republic	420 Greenland	080 Marshall Islands	773 Reunion

COUNTRY CODE LIST (continued)

781 Romania	823 Sierra Leone	875 Syria	924 Uruguay
148 Ross Dependency	496 Sikkim	244 Taiwan	928 Uzbekistan
785 Russia	825 Singapore	882 Tajikistan	930 Vanuatu
790 Rwanda	967 Slovak Republic	880 Tanzania	932 Vatican City
573 Ryukyu Islands	826 Slovenia	891 Thailand	935 Venezuela
662 Saba	828 Solomon Islands	893 Togo	941 Viet Nam
663 Saint Eustatius	830 Somalia	149 Tokelau	054 Virgin Islands
793 Saint Helena & Dependencies	836 South Africa	892 Tonga	092 Wake Island
661 Saint Kitts & Nevis	150 South Georgia	894 Trinidad and Tobago	948 Wales
306 Saint Lucia	583 South Korea	895 Tunisia	146 Wallis and Futuna
666 Saint Maarten	151 South Sandwich Islands	902 Turkey	411 West Germany
395 Saint Martin	153 South Vietnam	903 Turkmenistan	158 Western Sahara
142 Saint Pierre and Miquelon	953 South Yemen	106 Turks and Caicos Islands	795 Western Samoa
794 Saint Vincent and The Grenadines	847 Spain	904 Tuvalu	951 Yemen
798 San Marino	220 Sri Lanka	099 USA	957 Yugoslavia
796 Sao Tome and Principe	000 Stateless	913 USSR	266 Zaire
797 Saudi Arabia	848 Sudan	905 Uganda	965 Zambia
947 Scotland	850 Suriname	908 Ukraine	775 Zimbabwe
820 Senegal	855 Swaziland	916 United Arab Emirates	
821 Serbia	858 Sweden	917 United Kingdom	
822 Seychelles	869 Switzerland	999 Unknown	

GRADUATE MEDICAL EDUCATION PROGRAM CODE LIST (ALPHABETICAL)

Use only for Item 9.

31 Anesthesiology	35 Neurology	28 Pediatrics	42 Radiology – Diagnostic
32 Dermatology	36 Nuclear Medicine	40 Physical Medicine & Rehabilitation	43 Radiology – Therapeutic
33 Emergency Medicine	23 Obstetrics/Gynecology	49 Plastic Surgery	19 Surgery
20 Family Practice	37 Ophthalmology	47 Preventive Medicine/ Public Health	14 Transitional
16 Internal Medicine	38 Orthopedic Surgery	41 Psychiatry	44 Urology
30 Medicine – Pediatrics	39 Otolaryngology		
34 Neurological Surgery	25 Pathology		

SPECIALTY CODE LIST (ALPHABETICAL)

Use only for Item 10.

01 Allergy & Immunology	42 Medical Genetics	14 Otolaryngology	20 Psychiatry
02 Anesthesiology	08 Neurological Surgery	15 Pathology	21 Radiology
03 Colon & Rectal Surgery	09 Neurology	16 Pediatrics	22 Surgery
04 Dermatology	10 Nuclear Medicine	17 Physical Medicine & Rehabilitation	23 Thoracic Surgery
05 Emergency Medicine	11 Obstetrics & Gynecology	18 Plastic Surgery	24 Urology
06 Family Practice	12 Ophthalmology	19 Preventative Medicine	
07 Internal Medicine	13 Orthopedic Surgery		

OSTEOPATHIC (DO) SPECIALTY CODES (ALPHABETICAL)

25 Anesthesiology	29 Internal Medicine	33 Ophthalmology & Otolaryngology	37 Preventative Medicine
26 Dermatology	30 Neurology & Psychiatry	34 Orthopedic Surgery	38 Proctology
27 Emergency Medicine		35 Pathology	40 Physical Medicine & Rehabilitation
44 Family Medicine	31 Nuclear Medicine		39 Radiology

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UNITED STATES MEDICAL LICENSING EXAMINATION™

2011 STEP 3 APPLICATION

CERTIFICATION OF IDENTITY

This form must be signed by a notary public/commissioner of oaths. When completed and submitted to the Federation, this form becomes part of your USMLE record and will be used to identify you when you interact with the Federation if you need to re-apply for the Step 3.

This Certification of Identity is valid for this and any subsequent Step 3 application(s) submitted to the Federation within a period of five years from the date of the applicant's signature. If you do not sit for this administration of Step 3 or must retake Step 3, it is not necessary to submit another Certification of Identity as long as this form is on file with the Federation of State Medical Boards and has not expired.

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USMLE IDENTIFICATION NO.

Type or print in uppercase block letters. Use black ink only.

ATTACH PHOTO HERE

Securely tape or glue in this square a current front-view 2" x 2" color or passport quality photo
(Print full name on back of photo before attaching).

Name:

Last First Middle

S.S./N.I. Number _____ Date of Birth ____/____/____ Gender Male ☐ Female ☐
(Optional) Month Day Year

State Medical Board for which Step 3 is being taken: _____

I certify that I am the individual named above, represented in the attached photograph and that the signature below is my signature. I certify that I meet the eligibility requirements for Step 3 and that the information on this form is true and accurate. I also certify that I have read the most current version of the USMLE Bulletin of Information and all relevant instructions for this or any subsequent Step 3 application, that I am familiar with the contents of the Bulletin and agree to abide by the policies and procedures described therein. I authorize the release of my USMLE history to the medical licensing authority for which I am taking Step 3 and agree that my subsequent Step 3 score may also be released to the medical licensing authority.

Applicant's Signature _____

CERTIFICATION OF IDENTIFICATION

Certification by Notary Public Is Required

State of _____ County of _____

I certify that on the date set forth below the individual named above did appear personally before me and that I did identify this applicant by: (a) comparing his/her physical appearance with the photograph on the identifying document presented by the applicant and with the photograph affixed hereto, and (b) comparing the applicant's signature made in my presence on this form with the signature on his/her identifying document. The statements on this document are subscribed and sworn to before me by the applicant on this ____ day of _____, _____.
Day Month Year

Notary Public Signature _____

Commission Expiration Date* ____/____/____
Month Day Year

Notary stamp/seal here.

***The notary's commission expiration date must be current and legible. If no expiration date, such as "lifetime," an explanation must be provided.**

Please complete and mail the application and photo/ID page to:

District of Columbia Board of Medicine
717 14th Street NW, 10th Floor
Washington, DC 20005